

TERMS OF REFERENCE

Independent Panel of Experts

P155963: PROGRAM-FOR-RESULTS OPERATION: PUNJAB JOBS AND COMPETITIVENESS

PILLAR 2: PUNJAB SPATIAL STRATEGY

I - BACKGROUND

The World Bank has developed a Program for Results (PforR) Credit program to support industrial development in Pakistan in light of the Government of Punjab's approval of the Punjab Growth Strategy 2018 (PGS) recently in March 2015. The strategy sets a target of doubling Punjab's GDP growth by 2018 (from 3.5 to 7%). The PGS includes six sector plans as follows: Industrial Development Sector Plan, Energy Sector Plan, Urban Development Sector Plan, Agriculture & Livestock Sector Plan, Skills Development Sector Plan, and Health Development Sector Plan. The J&C PforR will support the development of a Provincial Spatial Strategy (PSS) which will help identify and prioritize public infrastructure investments in support of high potential industrial clusters. It will help improve the processes through which the government facilitates the development of industrial estates. Also, it will support the rehabilitation of existing industrial zones as well as the upgrading and development of combined effluent treatment plants (CETPs) to address existing pollution issues. Finally, it will support the reform of the public institutions responsible for developing the capabilities of SMEs.

The project is being overseen on the governmental side by a Steering Committee composed of members of the Board of the Planning and Development (P&D) Department, which is the main provincial planning organization in the Punjab region. The Board is headed by the Chairman P&D Board and comprises five members and the Chief Economist at the P&D Department, GoPb. Furthermore, a Consulting Firm will be hired to conduct a list of tasks under the PSS including the preparation of a draft core spatial strategy, formulation of a provincial spatial economic development framework and finally developing an intergovernmental coordination framework. A panel of experts is to be formed to primarily assist in reviewing the deliverables under the spatial component of the J&C PforR.

II – PURPOSE OF THE PANEL

The panel brings together a small group of diverse professionals experienced in the area of Strategic, Regional and Urban Planning, Urban Development, Industrial Development and similar to perform a purely independent technical and advisory role on the PSS for both J&C Steering Committee and the Urban Unit. The panel and its members are bound by these terms of reference as well as by any relevant policies and procedures of the Planning and Development Department of the Government of the Punjab.

III – DUTIES

The J&C Steering Committee and the Urban Unit will engage the committee/panel on all technical matters pertinent to the PSS. The panel will provide independent technical assessment and advice. Specifically it shall:

- a. **Vet and Review Key Documents:** submitted to the J&C Steering Committee by the Consulting Firm (and any other contracted parties) as part of the preparation of the PSS development and implementation. The panel shall assess the quality of work submitted in the deliverables and check its comprehensiveness, technical soundness, relevance and compatibility with the Terms of Reference wherever they apply. These documents include the following:

[1] Technical Reports:

All documents and reports produced as part of the PSS and listed in the Request for Proposals issued by the Government of Punjab for Consulting Firm to prepare the PSS.

[2] Procurement Documents & Proposals:

- i. The Request for Proposals for the preparation of the PSS
 - ii. Terms of Reference and any related tendering documents prepared for the PSS
 - iii. Selected PC-I or PC-II proposals (these shall be reviewed for consistency with the approved spatial strategy)
- b. **Provide Recommendations:** on key issues emerging from the PSS project and as requested by the J&C Steering Committee, the Urban Unit (UU) and the World Bank team. These issues can emerge throughout the development period of the PSS and are separate from the deliverables submitted by the Consulting firm.
 - c. **Participate in Meetings:** The panel shall work closely with the World Bank team and the P&D department and its affiliate Urban Unit (UU) throughout the PfR. Where necessary, members of the panel shall participate in formal meetings organized by the P&D Department whenever requested.

IV – MEMBERSHIP

1. **Composition:** The panel of experts shall consist of a maximum of four members as follows:
 - i. Two international experts, and
 - ii. Two local experts.
2. **Period of Appointment:** Members of the panel shall be appointed to serve throughout the period of the PSS as follows:
 - i. Each member must be available and committed to serve throughout the project (at least 4 years).
 - ii. The panel shall automatically dissolve at the termination of the project unless otherwise requested by the P&D Department.

3. **Qualifications:** Each expert shall hold the following minimum qualifications:
 - i. A Master's degree in one of the following fields: Spatial Planning, Urban/Regional Planning, Development Economics, Industrial Economics, or any related fields.
 - ii. At least eighteen years of experience in development projects in any of the following sectors: government, academia, non-governmental sector, or private sector. A combination of at least two fields is preferred.
 - iii. An excellent track record in communication and reporting.
4. **Loss of Membership:** Members lose their position in the panel upon the following conditions:
 - i. Absence from three consecutive meetings.
 - ii. Submittal of a resignation letter to the J&C Steering Committee (or World Bank for its appointees).
 - iii. Proof of conflict of interest (see section VI).

V – WORKING MODALITIES

1. **Frequency of Meetings:** The panel shall conduct regular meetings throughout the period of the PSS development and shall coordinate joint meetings with the J&C Steering Committee when deemed necessary. Meetings shall be held as follows:
 - i. The panel shall meet at least once after the delivery of each of the outputs that the Consulting Firm(s) shall produce and whenever a procurement document or project proposal is submitted.
 - ii. All deliberations within the panel shall be reported based on the opinion of the majority of experts.
2. **Reporting:** The panel shall report back to the J&C Steering Committee with a consolidated technical review report on each deliverable submitted by the PSS Consulting Firm. The report shall be submitted to the Steering Committee within a maximum of ten days from the date the Consulting Firm's deliverable is provided to the panel. It shall also send technical comments for procurement documents and project proposals.

VI – CONFLICT OF INTEREST & CONFIDENTIALITY

A conflict of interest arises when a member of the panel (under and capacity) has interest, which may include but is not limited to a financial interest that could improperly influence his/her technical opinion provided to the Government of Punjab (via the J&C Steering Committee). A conflict of interest applies to, among others, a member who has a main contract or sub contract with the consulting firm hired for the PSS. A conflict also arises in the case where the member has vested interest in a business and/or industrial estate within the cities and areas addressed by the PSS. All actual or potential conflicts of interest, or the appearance thereof, shall be immediately disclosed in writing to the Steering Committee. It is

the duty of the each member to be aware of this condition and report it to the panel head and the Steering Committee.

Members of the panel shall not disclose any of the deliberations in the meetings nor provide copies of the reports received and/or produced to any entity other than the J&C Steering Committee, Sr. Chief Strategist, Punjab Resource Management Program (PRMP) or the Urban Unit.